



**Fairfax County
FY 2010 Budget**

*Joint Meeting of the
Fairfax County Board of Supervisors
and the
Fairfax County School Board*

***The County's Lines of Business
Process***



July 18, 2008



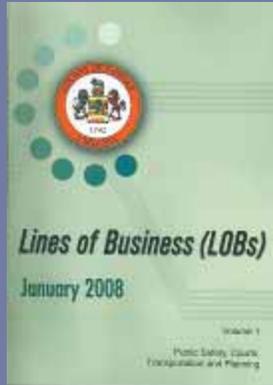
FY 2010: The Outlook Driving LOBs Process

- ▶ The preliminary financial forecast estimates a shortfall of \$350 million for FY 2010, necessitating the continued focus on Lines of Business to determine potential programmatic reductions to provide the County Executive with various options to achieve a balanced budget to present to the Board of Supervisors in February 2009

- ▶ Essential to develop FY 2010 Budget strategies that are SUSTAINABLE LONGTERM

- ▶ After directing across-the-board cuts in recent budget cycles, the County Executive's focus for reductions in this budget cycle will be on programmatic-based agency Lines of Business (LOBs)
 - A **reduction target of 15%** has been identified for each agency

The Multi-Tiered Approach of LOBs



Phase 1: Inform and Educate

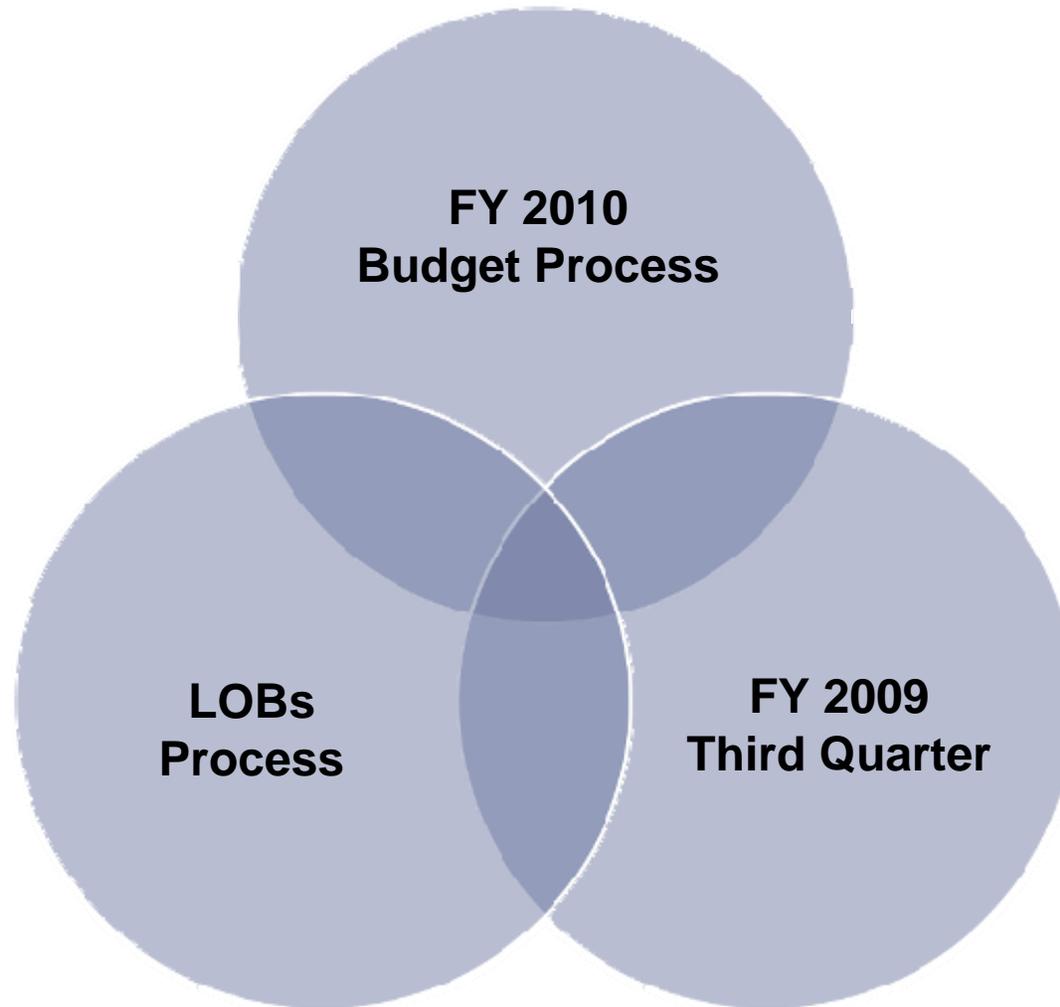
FY2010
Lines of Business

**Phase 2: Identify specific strategies
to address \$350 million shortfall in
FY 2010**

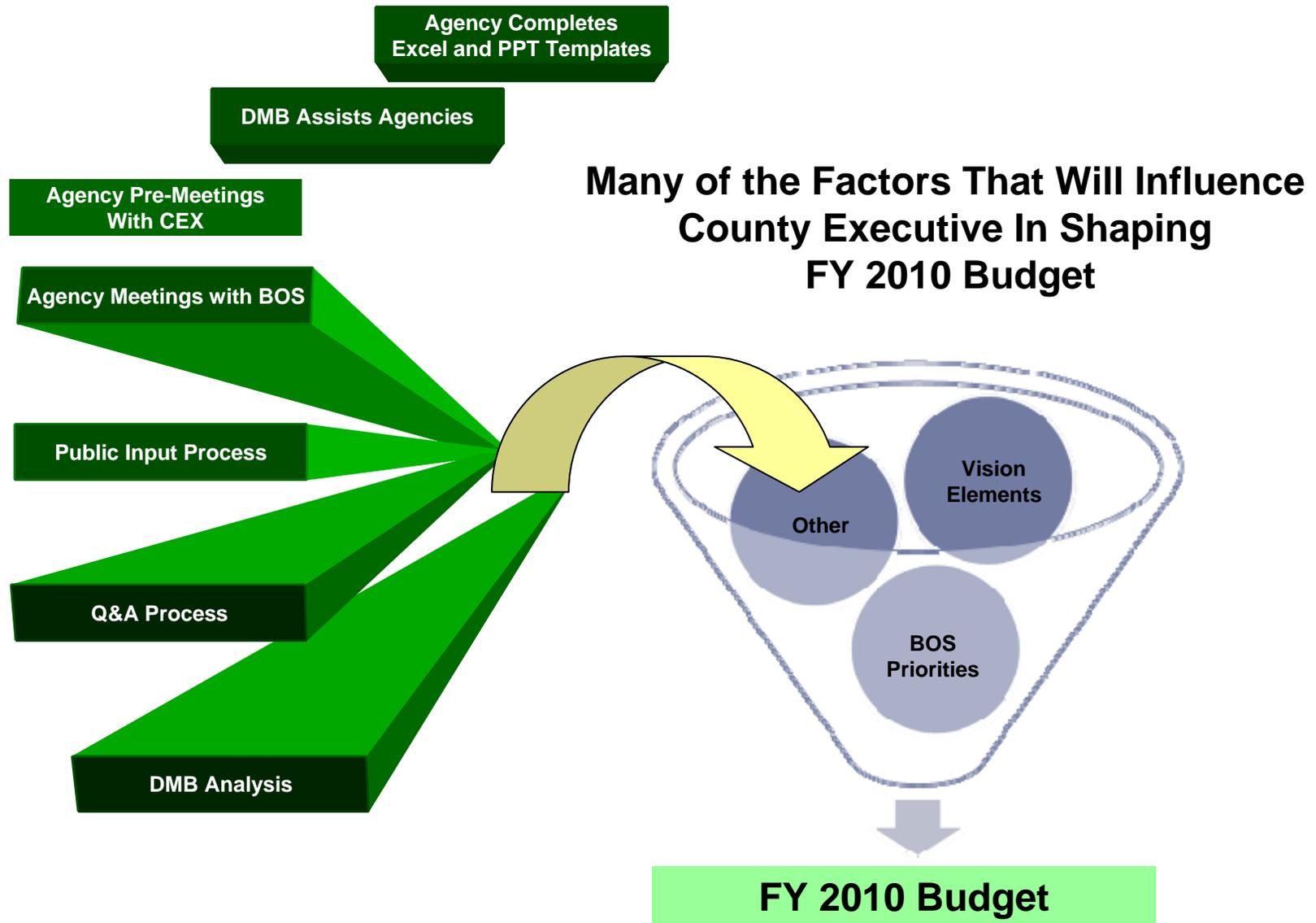
Key Notes About FY 2010 Process

- ▶ Agencies must continue to manage their positions and Personnel Services budgets reflecting the 4% reductions taken as part of FY 2009
- ▶ For FY 2010, the target reduction is 15% of General Fund expenditures or 15% of General Fund Supported Transfers
- ▶ The FY 2010 LOB reductions must be recurring expenditures

Convergence and Outcomes: Key Considerations



The LOBs Process: May 2008 to February 2009



Respective Roles of Key Stakeholders

Agency

- Complete Templates
- Provide and Prioritize Recommended LOB Reductions
- Identify and Quantify Impacts

Public / Employees

- Provide input on proposed reductions
- Provide suggestions for service modification and eliminations

BOS

- Provide Input
- Provide Direction

Agency Deliverables for LOBs Process



Excel Templates



PowerPoint Template



Backup Documentation

Excel Templates

▶ LOB Reduction Option Template (Mandatory)

AGENCY/FUND NAME AND NUMBER																							
FY 2010 LINES OF BUSINESS (LOBs) REDUCTION OPTIONS																							
OVERALL AGENCY LOB REDUCTION TARGET = \$478,425																							
LOB INFORMATION																	IMPACT	Is LOB Reduction Mandatory? (Yes or No)	County Vision Element	Board of Supervisors' Priorities			
Reduction Priority	LOB #	LOB Title	LOB Agency	LOB Program	LOB Criticality	LOB Reduction Classification	LOB Reduction Description	LOB Position Reduction	LOB SYE Reduction	Position Reduction per LOB (Reduction/LOB Total)	Character 20	Character 30	Character 40	Character 60	Fringe Benefits for Non-General Fund Agencies	TOTAL Reduction (EXPENSES)					TOTAL Reduction (REVENUE)	NET Reduction	Reduction as Percent of Agency Target
1								0	0.0	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%			
2								0	0.0	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%			
3								0	0.0	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%			
TOTAL REDUCTION ACHIEVED = 15 PERCENT								0	0.0	0.0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%			

Excel Templates

▶ LOBs Alternative Recommendation Template

AGENCY/FUND NAME AND NUMBER						
FY 2010 LINES OF BUSINESS (LOBs) ALTERNATIVE RECOMMENDATIONS						
Program (Include LOB Title If Appropriate)	Alternative Recommendation Classification	Alternative Recommendation Description	Estimated Impact Generated	Estimated Impact as Percent of Agency Target	Justification (i.e.: Industry Standards/Consistency w/ Surrounding Jurisdictions)	Required Steps to Enact (i.e.: Agency Administrative Change or Change in State Code) <i>(Are changes in County Ordinances or State Code Required to Enact?)</i>
	Revenue Enhancement (ongoing)		\$0			
	One-Time Revenue		\$0			
	Alternative Revenue (Grants)		\$0			
	One-Time Savings		\$0			
TOTAL:			\$0			

*Note: All entries must be accompanied with back-up for assumptions and calculations.

- ▶ Agencies are also encouraged to suggest alternative recommendations which focus on revenue-related or one-time cost savings options, although completion of this spreadsheet is not mandatory. These recommendations can be non-recurring.
- ▶ The County Executive may consider some or all of the recommendations on this "ALTERNATIVE RECOMMENDATION TEMPLATE" as part of an agency's overall package.

PowerPoint Template

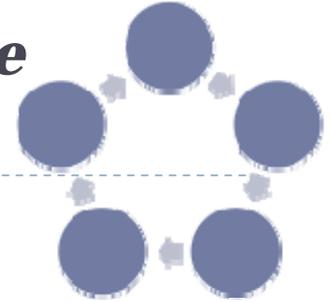
Agency Name



FY 2010 LOBS Presentation

December 5, 2008

Agency Pre-Meetings With County Executive and Deputy County Executives



- ▶ Purpose of the Pre-Meetings in Fall 2008 is to:
 - Provide CEX and Deputies an opportunity to share feedback to enhance and improve presentation before the Board of Supervisors
 - Ensure that all stakeholders are in sync about approach, challenges and impacts proposed by LOB reductions

Agency Meetings With Board of Supervisors

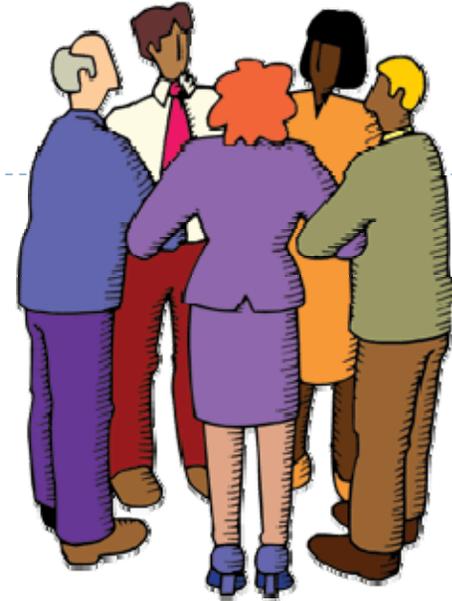
- ▶ The purpose of these Fall meetings between agency staff and the Board of Supervisors is to inform the Board about the agency's mission and the agency's identified Lines of Business reductions by focusing on the agency's:
 - Strategic Direction
 - ▶ Review Performance measures and service benchmarks
 - ▶ Balanced Scorecard
 - Overall Reduction Philosophy
 - Trends, Challenges and Issues
 - Highlights of LOB Reductions
 - Agency Reduction Priorities

Agency Meetings with the Board of Supervisors

- County agencies will meet with the BOS to provide and prioritize recommended LOB reductions and to identify and quantify the impact of these reductions
 - **Monday, September 15, 2008, 9 a.m. – 12 p.m.**
 - **Monday, September 29, 2008, 9 a.m. – 5 p.m.**
 - **Monday, October 6, 2008, 9 a.m. – 5 p.m.**
 - **Friday, November 14, 2008, 10:30 a.m. – 4 p.m.**
(FCPS presentation)
 - **Friday, November 21, 2008, 1 p.m. – 5 p.m.**
 - **Monday, November 24, 2008, 9 a.m. – 5 p.m.**
 - **Monday, December 1, 2008, 9 a.m. – 5 p.m.**
 - **Friday, December 5, 2008, 9 a.m. – 4 p.m.**
 - **Monday, December 15, 2008, 9 a.m. – 5 p.m.**

Public Input Process

- ▶ There is a rigorous and comprehensive framework in place to obtain public input to achieve the following objectives:
 - Provide clarity and inform the public about budget information and the budget process
 - Provide opportunity for public and employees to make suggestions and share concerns about services and proposed areas for reduction
 - Achieve community-wide input by soliciting comments



Public Input Process

- ▶ Facilitate public input meetings throughout the County from September through November 2008:
 - **Saturday, September 20, 2008**
(Chantilly, Reston, Sherwood and George Mason Regional Libraries)
 - ▶ 9:30am-12:00

 - **Tuesday, October 14, 2008**
Government Center Building
 - ▶ 7:00pm-9:30

 - **Thursday, October 16, 2008**
South County Government Center
 - ▶ 7:00pm-9:30

 - **Saturday, October 25, 2008**
(Centreville, Fairfax, Tysons-Pimmit and Pohick Regional Libraries)
 - ▶ 9:30am-12:00

 - **Saturday, November 8, 2008**
(Oakton, Woodrow Wilson, John Marshall and Burke Centre Libraries)
 - ▶ 9:30am-12:00

 - **Thursday, November 13, 2008**
Mason Government Center
 - ▶ 7:00pm-9:30

Employee Input Process

- ▶ Brown bag discussions/meetings with County employees at various locations:
 - **October 16, 2008 (Noon to 2:00 p.m.)**
Reston Regional Library
 - **October 29, 2008 (Noon to 2:00 p.m.)**
George Mason Library
 - **November 5, 2008 (Noon to 2:00 p.m.)**
South County Center
 - **November 19, 2008 (Noon to 2:00 p.m.)**
Government Center

Question and Answer Process



- ▶ DMB will field and answer questions from many segments of our community:

- Public
- Employees
- Board of Supervisors



- ▶ Provides input opportunities for individuals, community groups, members of Boards, Authorities and Commissions, and employees
- ▶ Employees will be able to anonymously make suggestions for expenditure cost-savings



Question and Answer Process

- ▶ DMB will be responding to questions with answers on a regular basis throughout the process as part of an ongoing commitment to transparency in budgeting:

- Phone Hotline
- Channel 16
- News Releases
- RSS Feeds (automatic notification of updates on DMB's web page)
- Face-to-Face Meetings
- Hard Copy of Q&As
- Internet Copy of Q&As
- E-Mails
- Courier



Courier

